



**Town of Arlington, Massachusetts**  
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## **Parks and Recreation Minutes 09/10/2002**

### **Park and Recreation Commission Minutes**

Tuesday, September 10, 2002 at 7:30 p.m.

APPROVED - Meeting Minutes

The Park and Recreation Commission meeting came to order at 7:30 PM.

Commissioners Present: Don Vitters, Leslie Mayer, Joe Carabello, Bernice Jones and Mark McCabe  
Staff Present: Jon Jalbert, Patsy Kraemer and Bill Jones

Others Present: Steve Moniak, Charlie Gallagher, Bob Geribo, Jim Robillard, Johnny Trepler, and Steve Taylor

#### 1. Minutes

The Commission reviewed the minutes of June 11, 2001 with changes and approved 5-0.

#### 2. Arlington Soccer Club- Steve Moniak

Postponed until October meeting.

#### 3. Budget Implications- Patsy Kraemer

Ms. Kraemer stated the current and future budget implications will only affect Recreation through the Capital Budget.  
Ms. Kraemer stated there will be a special town meeting on 11/6/02 to discuss the town's budget cuts.

#### 4. Fields Sub-Committee- Joe Carabello

Mr. Carabello reported on the work the sub committee did in changing the permit policy. The main items from the sub-committee, made up of representatives from each user group in town, were the fees and the permitting priority list. Mr. Jalbert recommended changing the priorities by having 2 time slots, first before 5:30 which includes just the high schools and the second after 5:30. Motion made to keep the language as presented from the sub-committee. Motion accepted by voting in favor 4-1.

#### 5. Field Maintenance Pine & Swallow Associates- Don Vitters

Don presented the proposal from Pine and Swallow to provide services in assessing field conditions and maintenance plans. The fields that will be evaluated will include Hills Hill, Thorndike, Magnolia, Florence, Spy Pond and North Union. Pine & Swallow will carry out the following tasks in order to evaluate these fields.

1. Review plans and specifications prepared for the reconstruction efforts at each field.
2. Review current maintenance efforts being carried out.
3. Evaluate whether the plans and specifications effectively addressed soil and drainage issues at each field.
4. Evaluate whether the reconstruction work was consistent with the drawings and specifications.
5. Evaluate the current condition of each field and reasons for any deterioration observed.

Pine & Swallow will prepare a report and recommendation for ongoing maintenance, including minor reconstruction or rehabilitation. They will attend 2 meetings to discuss their findings and report. Work will be billed on a time and materials with total costs are estimated not to exceed \$4,200.00. Motion was made to accept their proposal. Accepted unanimously 5-0.

#### 6. Parks Department Update- Bill Jones

1. Bishop School still not completed. On 8/10/02, Sickles Co. was awarded the contract and is currently arranging a Saturday to complete the project. Mr. Jones does not have the exact date and will follow up with the

company tomorrow.

2. Irrigation systems are okay for now. Mr. Jones did express his frustration with the vandalism at North Union.
3. Grass and Lining of fields are on schedule and completed unless weather and field scheduling does not allow for the fields to be done.
4. Thorndike Field gate swinging and still not fixed. Mr. Jones will have it completed tomorrow.

#### 7. Sports Center Improvement Committee update- Jon Jalbert

Mr. Jalbert stated the proposed feasibility study is currently on the Town Manager's desk and waiting final approval.

#### 8. Capital Update- Don Vitters

Mr. Vitters handed out the most recent capital plan with a change in FY04 by adding \$200,000 in CDBG funds for Crosby. Mr. Vitters will fill out the required packets for 5-year capital plan. Motion made to accept 5-year capital plan. Motion accepted unanimously 5-0.

**Crosby-** Being seeded in areas as needed to finalize project.

**Spy Pond-** 1-year permitting process before any work can be done. The issue of the Fire Dept. access ramp still not solved.

#### **Robbins Farm-**

1. Taking out tennis courts and replace with grass
2. Timber on both sides of steps going up slide
3. Fencing along playground area will be granite posts with wooden rails

**Thorndike Field-** The temporary fencing will stay until the field is open in the Fall. The field is now under the town.

**Roads Corporation-** Roads paid \$7,500 and check was deposited into Park Beautification Fund.

**Peirce Playground-** The commission reviewed a memo from Phil Farrington and a display of the project regarding the RCN box. The commission agreed that RCN should be required to pay for the move of the box as it is too close to the play structures. Mr. Vitters will confirm with architect who authorized the RCN box current position then speak with Mr. Farrington.

#### 9. Jon Jalbert- Recreation and Rink Update

Mr. Jalbert presented the Park Beautification Fund financial report, Reservoir financial and statistical report.

Mr. Jalbert stated the signs presentation would have to be postponed until he meets with Mr. Fitzgerald from DPW. Mr. Jalbert asked for volunteers for Town Day Road Race.

Mr. Jalbert reported on the management of the rink and what led up to the decision.

#### 11. Others

Don proposed to the commission that a vote for a new chairperson should be held at the next meeting.

Ms. Mayer suggested proper notification and advertisement on all future capital projects to incorporate more public input and knowledge of the plans for each project. Mr. Jalbert, with assistance from Mr. Vitters, was asked to put announcement into the Advocate for all future projects.

The Commission adjourned at 11 pm.

Jon Jalbert, Superintendent of Recreation, took minutes

**Bob Sprague**

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